

**Spencer Town Council Regular Meeting  
August 15th at 7 p.m.  
Municipal Building  
90 N. West Street  
Spencer, IN 47460**

Board Members present: John Stantz, Dean Bruce, and Cynthia Hyde

Also present: Town Attorney Richard Lorenz (via telephone), Clerk-Treasurer Cheryl Moke, Street Supt. Larry Parrish, Sewage Dept. Supt. Shelly Edwards, Town Marshal Richard Foutch, Donna Anderson, Kenna Consulting, Jim Baughn, and Mike Stanley

**MEETING WAS OPENED WITH THE PLEDGE TO THE AMERICAN FLAG**

**IN THE MATTER OF APPROVAL OF MINUTES FOR August 1, 2011 REGULAR MEETING**

**Dean Bruce motioned to accept the minutes as presented, seconded by Cynthia and the motion passed 3-0.**

**IN THE MATTER OF PUBLIC ISSUES**

Jon Stantz stated that the business occupying the former Winders' Lumber Yard property, at an October 18<sup>th</sup>, 2010 meeting, agreed to install a fence around the property. As of this date, there has been no permit application requested to do so. He also questioned whether the work being done there requires certain state permits. Mr. Lorenz asked for permission to contact IDEM and request an inspector to come down and review the business to see what, if any, permits or other licensing are required. Jon Stantz asked that Mr. Lorenz also write a letter regarding the need to obtain a permit to install a fence.

**IN THE MATTER OF THE TOWN ATTORNEY**

Richard Lorenz updated the Council on the progress of the Franklin Street Extension.

Richard Lorenz updated the Council on the status of filing notices for delinquent sewer bills. He provided a memorandum on the procedures and stated that his office will proceed with preparing letters to sewer customers where their bills are more than 90 days delinquent.

Next, Jon Stantz brought up the issue that the Permit for Demolition may need to be updated so that the property being demolished, not include destroying all trees and vegetation. Mr. Lorenz will look into modifying the permit.

Next, Mr. Lorenz stated that his office is in the process up providing all ordinances that were approved, to Dean Bruce so that he can upload them to the Town of Spencer website.

Dean Bruce brought up the Tivoli Project. He was approached by Owen County Preservations and Vicky Maxey if small improvements could be made (fix doors, patch holes) that would improve the front appearance and prevent access by animals. He said the total time for these improvements would amount to 4-8 hours of labor. Mr. Lorenz agreed that these could be accomplished, and the owners should provide a punch list to have these items approved.

**IN THE MATTER OF THE HMGP GRANT ADMINISTRATOR**

Donna Anderson, from Kenna Consulting was present. Dean Bruce said they have agreed to meet the budget constraints. Mr. Lorenz noted that he has documents, title work and other information that he would like to make available to Kenna Consulting. Dean Bruce said he would communicate with Kenna Consulting about a time that they could all agree to meet and go over what needs to be done.

**Dean Bruce made a motion to accept the contract between Kenna Consulting and the Town of Spencer in the amount of \$66,289 to administer the HMGP grant. It was seconded by Jon Stantz, and passed 3-0.**

**IN THE MATTER OF THE BUILDING DEPT**

**Dean Bruce moved that the Tivoli will provide a punch list, in lieu of a building permit, and will be allowed to move forward in a limited fashion to do repairs. The punch list will be given to Bob Bandy to follow up on. The motion was seconded by Cynthia Hyde, and passed 3-0.**

**IN THE MATTER OF THE STREET DEPARTMENT**

Larry Parrish reported that Arexco has completed all the sidewalk work around the courthouse.

**Dean Bruce made a motion that the adjusted bill for the work be approved. It was seconded by Cynthia Hyde, and passed 3-0.**

Next Larry Parrish asked for approval to paint all the light posts around the square. The Board agreed to this, and Larry said it will be completed before the Apple Butter Festival

**IN THE MATTER OF THE POLICE DEPT**

Marshal Foutch reported that emergency vehicle operation training will begin tomorrow. They will share this training with the Owen County Sherriff’s Dept at no extra cost.

He next stated that tomorrow is the first day of school, and the department will be out to remind everyone about the safety as children will be present.

He reported that the Police Dept will be the Grand Marshalls at the Apple Butter Festival. Discussion followed about the safety of the parade route. Extra precautions were discussed to ensure the safety of the children. Marshal Foutch stated that he will provide police tape to offer additional safety.

**IN THE MATTER OF THE SEWER DEPARTMENT**

Shelley Edwards reported on repairs made to the lift station.

Shelley Edwards requested to purchase a boom to add to the forklift.

**Jon Stantz motioned that the purchase be approved. Cynthia Hyde seconded, and the motion passed 3-0.**

Edwards requested that a 3-day bereavement leave be granted to Jim Groh. Discussion regarding the town policy followed.

**Dean Bruce motioned that an exception to the policy to allow a 3-day bereavement leave for Jim Groh. Jon Stantz seconded, and the motion passed 2-1.**

**IN THE MATTER OF THE FIRE TERRITORY**

Cynthia reported that the need for additional line items for reporting purchases is being accomplished. She is still looking into the procedure for approval of their budget. She will let everyone know what she finds out.

**IN THE MATTER OF OLD BUSINESS**

Dean Bruce stated that the Tivoli Project would like to have a seconded public hearing, to be held prior to the next Council meeting, at 6:30pm on Tuesday, September 6, 2011.

Regarding pay application submitted by GRW for the Franklin Street Extension project:

**Dean motioned that the pay applications submitted by GRW in the amounts of \$3,602.48, \$29,707.42, and \$3,701.10 be approved. The motion was seconded by Cynthia Hyde and was passed 3-0.**

**IN THE MATTER OF CLAIMS**

**Dean Bruce motioned to accept claims as presented, seconded by Jon Stantz and the motion passed 3-0.**

**IN THE MATTER OF ADJOURNMENT**

**Jon Stantz motioned to adjourn at 8:40 p.m., seconded by Cynthia Hyde and the motion passed 3-0.**

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Jon Stantz, President                      Dean Bruce, Vice-President      Cynthia Hyde, Board Member

Attest:\_\_\_\_\_  
Cheryl Moke, Clerk-Treasurer